

KPSAA Executive Board Meeting Minutes

Thursday, February 23, 2023

10 am -2 pm

Warehouse Conference Room

I. Call to Order: Called to order at 10:01 am

Roll Call:

Members Present: Dan Beck, Kyle McFall, Bill Withrow, Vaughn Dosko, Shannon Dwyer, Tyler Krekling, Jesse Settlemyer

Members Absent: Tim Daugharty, Doug Hayman, Megan Smith

| Name | Title | Role/Location |
|------------------|-------------------------------------|----------------------------|
| Dan Beck | Secondary Administrator (2024) | President / KCHS |
| Kyle McFall | Activities Representative (2024) | Vice-President / Kenai Alt |
| Bill Withrow | Elementary School Rep (2023) | Secretary / Redoubt El |
| Vaughn Dosko | Executive Secretary | Principal Kenai Middle |
| Tim Daugharty | Board of Education Representative | Member |
| Shannon Dwyer | Representative at Large (2024) | Member / Skyview |
| Doug Hayman | K-12 Representative (2024) | Member / Connections |
| Tyler Krekling | Middle School Representative (2023) | Member / Homer Middle |
| Jesse Settlemyer | High School Representative (2023) | Member / KCHS |
| Megan Smith | Parent Representative (2023) | Member / Kenai Middle |
| Mary Blossom | Admin. Secretary (non-voting) | Administrative |

- **Guest Attendees:**

Phil Leck, Athletic Director at Soldotna High School

Tony Graham, Director of Secondary Education & Student Activities

II. Approval of November 8, 2022 Work Session Minutes

Motion: Kyle

Second: Shannon

Amendments: None. Approved, unanimous consent

III. Approval of November 8, 2022 Executive Board Meeting Minutes

Motion: Shannon

Second: Kyle

Amendments: None. Approved, unanimous consent

IV. Approval of February 23, 2023 Executive Board Meeting Agenda, with Flexibility

Motion: Kyle

Agenda Submitted By: Mary Blossom

Second: Shannon

Amendments: Add Discussion Item T. Mind-a-Mazes and Film Festival. Add Discussion Item U. Extra-Curricular Leave Guidance. Approved, unanimous consent

V. Executive Secretary Report/Communications

- A. Approval of Soldotna High youth basketball camps, Dec. 19-20 & Dec. 21-22
- B. Approval of a waiver for Seward Middle to use two 6th graders if needed due to only 5 available players vs Nikiski
- C. Approval for Homer High to start basketball game vs Grace on Jan. 31 at 2:00 pm
- D. Approval for West Homer Elementary to receive a stipend for Drama Club with 710 funds
- E. Approval for Nikolaevsk to co-op MS Volleyball with Chapman
- F. Approval for Soldotna Elementary to offer a Coding Club and Leadership Club with Title I funds, as well as a Martial Arts Club using 710 funds
- G. Received communication from Cody McCanna at Aurora asking to move MS Mass Choir as he scheduled Math assessment that day
- H. Approval of Kenai Central Cheerleading Clinic March 2-4, 2023, Grades K-5
- I. Approval for Homer High to start basketball game vs Houston on Mar. 3 at 2:00 pm
- J. Approval of Homer High NCA Cheer Camp July 24-28, 2023, Grades 9-12

VI. DISCUSSION ITEMS

A. *2024 High School Borough Track & Field Host* – Nikiski

Mr. Dosko received communication from Nikiski involving next year's high school borough track & field meet, in which they are in rotation to host. Nikiski is stating they may not have their new track, in addition to their team size. The board discussed the issue and noted that SoHi and Kenai have both hosted other area meets in the past. The board directed Mr. Dosko to notify Nikiski that if they have a track team, they will be hosting the borough tournament on their rotation. Nikiski would be allowed to ask and assign duties to the participating schools. They would be responsible to reaching out to one of the high schools to check their event calendar schedule.

B. *Ongoing: Qualification of Coaches* – Jesse

1. *Coaches Responsibilities. Item 15 & 16.* The board reviewed the Coaches Responsibilities of the High School Handbook. The discussion was mainly around Item 16, the Heat Illness Prevention training. Mr. Settlemyer shared the fact that HR is holding up coaching stipends due to this training not being completed by coaches. The board discussed this training is not a requirement of ASAA, nor is it a significant issue in our spring and fall sports. The board does not want this training mandated, and noted heat illness and hypothermia are both covered in the NFHS first aid training.

Be currently certified in the NFHS Fundamentals of Coaching, including the Alaska State Component (ASAA Policies and Procedures), First Aid, Concussion Awareness Training, and

Sudden Cardiac Arrest. In addition to the above courses, coaches of Unified Sports programs must have successfully completed the **NFHSLearn Unified Sports** course.

The board will take this up as Action Item A.

C. *Pro-rated Stipends for Coaches Beyond Contract Dates* – Phil Leck, Guest Attendee
Informational

Mr. Leck addressed the board to inform them of his intent to bring forth a proposal through the negotiation process between the Union and HR. He explained coaching stipends end of season date is typically the region tournament. He shared coaches with extended season into a playoff and/or state tournament are coaching beyond the season without pay. What Mr. Leck also intends to propose is length of season among various sports and how to make stipends more equitable. Also, improve the opportunity to hire qualified coaches in building by possibly looking at a percentage of a teacher contract. The intent is to get young coaches involved with our kids, and how best do we incentivize that.

D. *Student Requirements for Participation in Interscholastic Activities* – Phil Leck
(First Reading)

1. *Article IV. Student Eligibility. Section B. Item 5.*

Mr. Leck addressed the board to discuss athletic eligibility and how best to clean up language to better help athletes. The board reviewed the language to mirror what is in ASAA and approved to move this forward to the next meeting.

Required Practice. Athletic participants must have ten (10) separate days of physical practice in the same sport activity prior to the 1st day of competition. If a student is participating in another school sport with overlapping seasons, then he/she may have up to five practices waived (ASAA, Article 7, Section 7).

E. *Student Scholastic Eligibility for Participation* – Phil Leck (First Reading)

1. *Article IV. Student Eligibility. Section C. Item 1. a. b.*

Mr. Leck addressed the board and introduced his thoughts as a coach and also an athletic director. He feels the mid-quarter checks are punitive and puts an onus on our kids. He understands why they are there and agrees with the reasoning. As the only district in the state that has the mid-quarter grade checks, he sees the circumstances where athletes could be denied a state tournament experience because they had an F on that grade check day. We are currently using 3 different education philosophies by the time you consider the traditional model, and now add in Connections, IDEA and Middle College. Trying to marry that together is extremely difficult. The biggest concern is allowing the chance for an athlete to not miss an entire sports season. It is recognized this system is not equitable against other schools we are competing against. The board discussed the proposal and is not currently in favor of eliminating the mid-quarter grade check, but is agreeable to amending the language to remove the 5 day punitive nature. The issue is tabled and the board will continue the discussion next school year after getting feedback from the other high schools.

F. *Eligibility Check Dates (Amendment to Adopted Language)*

1. *Article IV. Student Eligibility. Section C. Item 1. c.*

2. The board discussed the Eligibility Check Date language conflict when the eligibility determination will be made on a Wednesday (Article IV, Section C, Item 1.d.), or a Monday as passed at the last meeting. The board intends the new language to be adopted, so Monday will stand.

The board will take this up as Action Item B.

G. *Sports Season Practice Rules, Language Change – Phil Leck (First Reading)*

1. *Article IV. General Activities Policies for the KPBSD. Section E. Item 2. State Tournaments*

Mr. Leck addressed the board about the Out of Season practice rules and the fact that ASAA has changed their policy. The board discussed the practice rules language and ASAA's new Out of Season policy. The KPSAA handbook basically says no practice after a State tournament. The board intends to mirror ASAA regulations and directed Mary to update the language as such to include and cite the article and section in the ASAA handbook. Also stating the KPSAA handbook will mirror the ASAA Out of Season policy in the event ASAA amends their policy during the school year.

Out-of-Season is any time other than during the established high school season in a particular sport. During this time coaches may practice up to six hours a week, with out-of-season games or scrimmages counting as one hour.

The "out-of-season" participation policy is suspended from May 20 through August 31. This means a coach of a team can coach his/her player anytime, anywhere, during this time period. During this time period the coach or other personnel representing the school is prohibited from requiring any athlete to participate as a condition of selection for the in-season team.

H. *Participation Fees, Language Change – Phil Leck (Amendment)*

1. *Article V. Participation Guidelines. Section D. Items 1, 2 & 5*

Mr. Leck shared his work in reaching out to other districts and other athletic directors in our district on the issue of participation fees. He cited an example at North Pole, their football fee is \$725. The board in their discussions recognizes this idea has been brought up over many years. Programs are struggling and the increasing costs is making it even harder. Board members do not remember a fee change in decades.

He presented the proposed language: (1.) KPBSD has instituted an activity fee for all ASAA sanctioned activities. The established fee for all High School activities is \$200, with the exception of cheerleading, Esports, and performance dance, where the activity fee will be \$100 per season. (2.) The maximum participation fee assessed any family will not exceed \$700 per year at the high school level only.

The board will take this up as Action Item I.

I. *Ongoing: Academic/Club/Intramural Stipend Allocations*

The board reviewed information presented and Mr. Dosko spoke about the growing programs in our schools, but staffing hasn't kept up. He noted there are still inequities that he intends to discuss with HR, especially as it relates to school size. This issue speaks to the End of Season analysis and why the reporting data is needed.

J. *Ongoing: TAD Policy Language Change*

The board reviewed the ongoing language update to bring the HS handbook into compliance. The board will retain language in Article V, Section A, Items 1-5. Item 6 will be changed to reflect the new language referencing the guidelines found in the ASAA handbook.

The board will take this up as Action Item C.

K. *Ongoing: Dive Stipend (HS Appendix D)*

The board discussed the new language proposing a Districtwide dive stipend. The swim coach would serve as the coach on site if the dive coach is at another location.

The board will take this up as Action Item D.

L. *Ongoing: HS & MS Staffing Guidelines (Appendices D)*

Mr. Dosko reviewed the proposed staffing guidelines on Appendix D with the board. He noted adding numbers to wrestling to account for the increased girls program. Also noted is adding assistant stipends for Nordic skiing and cross country running. One additional proposed assistant stipend was added to swimming, hockey and football. Vaughn also pointed out additional guidelines will likely come into play if 9-man football is ultimately approved.

The board will take this up as Action Item E.

M. *Ongoing: Return to Play Release Form*

The board discussed the Return to School/Activities/Sports Release Checklist form. This form is for an injury above basic first aid care. The form would apply for middle and high school athletes. The form will be added to both handbooks and Mary will have it included on the KPSAA web page.

The board will take this up as Action Item F.

N. *Ongoing: Activity Admission Fees*

The board reviewed the new language increasing the suggested general admission fees for Adults, Seniors and Families. The board would like to see the district move to a payment by credit card system. Another option noted that is being offered around the country is GoFan,

which is the largest high school ticketing service. Mr. Graham shared there is a plan to bring in ATM machines.

The board will take this up as Action Item G.

O. Ongoing: Off Peninsula Travel Language Change

The board reviewed the language change to the high school and middle school handbooks addressing off peninsula travel. Discussion on the first sentence of Item 4 added the word “**approved**” and deleted the word “~~extended~~”.

Item 4. **Mode of travel.** School **approved** vehicles shall be used for all ~~extended~~ activity trips. ~~When traveling off the peninsula between the months of November and March inclusive, teams must arrive back at the school site no later than 1:00 a.m. unless prearranged with the building administrator.~~

- a. **When travelling off the peninsula between the months of November and March, teams must arrive back at the school site no later than 1:00 a.m. unless prearranged with the building administrator and the Transportation Supervisor.**
- b. **When traveling off the peninsula between the months of April and October, teams must arrive back at the school site no later than 2:00 a.m. unless prearranged with the building administrator and Transportation Supervisor.**

The board will take this up as Action Item H.

P. Ongoing: 9-Man Football Conference

The board does not have official language at this time. The two schools involved did not bring this issue to KPSAA’s attention. This issue is tabled at this point.

Mr. Graham noted based on feedback received that some sort of parameters should be put in place, including community notification.

Q. Flag Football, Girls – Tony Graham

At the request of the superintendent, Mr. Graham brought this topic to the KPSAA board. Mr. Dosko and the board discussed the concerns, such as what existing programs are you going to take from in order to add new programs? The concerns in a district with our school sizes means current programs would take a hit. The board also discussed the proper protocol including submitting the form to the KPSAA Executive Secretary for creating a club before the activity becomes official.

R. Girls Hockey – Tony Graham

Mr. Settlemyer noted for the board about how Anchorage runs their high school hockey program. Their girls hockey program is not an ASAA sanctioned sport, but is run through a club. It does operate through a co-op by combining area high schools, and the club manages the program.

S. ASAA Updates – Vaughn

1. ASAA is pushing and wanting to grow the Unified and Adaptive Track & Field program.
2. Division II State Hockey - SoHi will host in 2024, 2025 and Palmer will host is 2026, 2027.

3. Cheer – State Cheer will compete on mats.
4. Badminton is a sanctioned ASAA sport – singles, doubles and mixed.
5. RPI formula is approved for selecting and seeding 3A and 4A State Basketball.
6. Out of Season policy is being looked at.
7. Vaughn also reported he is still waiting for the report from the recent Board of Directors meeting.
8. ASAA also talked about sportsmanship.
9. Also of note from Jesse, is the fact that Division II and especially Division III football are now going to be basically a self-contained program. There will not be much opportunity for cross division play, which he shares is unfortunate.

T. *Mind-a-Mazes & Film Festival* – Vaughn

Mr. Dosko brought this topic to KPSAA at the request of Liz Hayes, Director of Finance. She requested bringing these activities to budgeted line item request for funding. Vaughn spoke about other activities not listed such as: Battle of the Books, Future Problem Solvers, Forensics, Math Meet. Are these to be listed on Appendix D? The board discussed the autonomy of school administrators to decide if they want a particular club vs a single line-item with no flexibility. For example, Mr. Withrow shared at Redoubt Elementary, he offers Battle of the Books and Forensics. He has not ever offered Math Meet. Vaughn and Mary will bring this information when they meet with HR in June. The board's intent is for these to be single line-item activities.

U. *Extra-Curricular Leave Guidance*

Mr. Dosko reported he was working with HR about this topic. Different issues pop up, where a travel situation needs a single-sex chaperone and a school offers to send a staff member. Currently, the district requires the employee to use personal leave. The board discussed at length situations where there should be leeway to allow building administrators to work with the KPSAA Executive Secretary for what best meets the needs of the situation. If there are staff members that have a particular skill set (setting ski trails, for example), or a staff member that is also coach of another sport, knows the athletes, and certain situations to watch for. The board strongly feels Mr. Dosko should share with HR there should be concessions in place to allow an administrator to operate the building and its programs as best he/she feel fits the circumstance, and Extra-Curricular leave should be a consideration.

VII. ACTION ITEMS – For Board Adoption

A. Qualification of Coaches

1. *Coaches Responsibilities. Item 15 & 16*

Eliminating the Heat Illness requirement

Motion: Bill

Second: Jesse

Amendments: None

B. Eligibility Check Dates

1. *IV. Student Eligibility. Section C. Item 1. c.*

2. *Eligibility Check Dates*

Amending language to in this section to Monday, as that follows previously adopted language.

Motion: Kyle

Second: Bill

Amendments: None

C. TAD Policy

1. *Section V. Section A. Items 5 & 6*

Updating language to mirror ASAA.

Motion: Jesse

Second: Kyle

Amendments: None

D. Dive Stipend

1. Appendix D – Staffing Guidelines

Proposed adding District-wide Dive stipend.

Motion: Kyle

Second: Jesse

Amendments: None

E. HS & MS Staffing Guidelines (Appendices D)

Updating proposed assistant stipends to match program growth and to maintain proper supervision and safety.

Motion: Jesse

Second: Tyler

Amendments: None

F. Return to Play Release Form

Adding to adopted form to Appendix A and Table of Contents to MS and HS handbooks.

Motion: Kyle

Second: Jesse

Amendments: None

G. Activity Admission Fees – HS Handbook

1. *VI. General Activities Policies. Section G. Item 1*

Proposed suggested general admission fee increases to Adult, Senior and Family rates.

Motion: Dan

Second: Kyle

Amendments: None

H. Off Peninsula Travel – HS & MS Handbooks

1. *HS Handbook. Article VI. General Activities Policies for the KPBSD. Section A. Item 4. a. b.*
2. *MS Handbook. Article VI. General Activities Policies for the KPBSD. Section A. Item 2.*

Proposed language for school approved activity trips.

Motion: Bill

Second: Tyler

Amendments: None

I. Participation Fee Changes

Proposed language change to increase all high school activities to \$200, except for cheer, Esports and performance dance. Family rate would increase to \$700.

Motion: Bill

Second: Tyler

Amendments: None

VIII. Board Comments

Mr. Dosko reported he attended the National Athletic Directors Conference in December and came away amazed with the experience. He found it beneficial both in his role as a middle school principal and as the executive secretary of KPSAA. The conference offers something for elementary, middle, high school principals, athletic directors, coaches, just anybody that is involved in athletics can benefit from this conference. He encouraged board members to consider attending if they have the opportunity. Vaughn also intends to propose funds for a member or two to attend this conference annually. Other attendees he spoke with noted their districts have funds set aside for this opportunity. Alaska is working toward starting a state-wide athletic-administrators association. Mr. Beck would like this topic discussion to continue.

Mr. Beck thanked the board members for their time and hard work.

IX. Next Meeting

Thursday, April 13, 2023

X. Adjournment

Mr. Beck adjourned the meeting at 2:04 pm.